GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Home Department – Public Services – Special Rules for Andhra Pradesh Mahila Police (Subordinate Service) Rules, 2021– Notification – Orders - Issued

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HOME (LEGAL-II) DEPARTMENT

G.O.Ms.No.1 **Dated:12-01-2022**
Read the following:

1. G.O. Ms.No.110, PR&RD (MDL.I) Dept., dated:19.07.2019.
2. G.O. Ms. No.217, MA&UD Dept., dated:20.07.2019.
3. G.O.Ms.No.126, Home (Legal-II) Department, dt.01-10-2019.
4. G.O.Ms.No.129, Home (Legal-II) Department, dt.10-10-2019.
5. G.O.Ms.No.59, Home (Legal-II) Department, Dated:23.06.2021
6. G.O.Ms.No.60, Home (Legal-II) Department, Dated:23.06.2021
7. From the Director General of Police, Andhra Pradesh, Mangalagiri, Lr.Rc.No.6224/C3/2021, Dated:07.01.2022.

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ORDER:

In the circumstances reported by the Director General of Police, Andhra Pradesh, vide letter seventh read above, Government, after careful examination hereby issue the Andhra Pradesh Mahila Police (Subordinate Service) Rules, 2021, in supersession of earlier rules issued vide GOs 3rd to 6th read above.

2. The following Notification will be published in the Extra-ordinary issue of the Andhra Pradesh Gazette, dated:12.01.2022.

NOTIFICATION

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Andhra Pradesh hereby makes the following Special Rules for Andhra Pradesh Mahila Police (Subordinate Service) Rules, 2021 in supersession of the GO's 3rd to 6th read above.

The following Rules shall be deemed to have come into force with immediate effect.

RULES

1. Short Title:

These Rules may be called the Andhra Pradesh Mahila Police (Subordinate Service) Rules, 2021. This Service shall be organised as a separate cadre within the Police Department.

2. Constitution:

The service shall consist of the following categories of posts in the Andhra Pradesh Mahila Police (Sub-ordinate Service) Rules:

Category (1): Inspector (Mahila Police) (Non-Gazetted)
Category (2): Sub-Inspector (Mahila Police)
Category (3): Assistant Sub Inspector (Mahila Police)
Category (4) : Senior Mahila Police
Category (5) : Mahila Police

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3. Method of Appointment and Appointing authority:

Subject to the other provisions in these rules, the method of appointment and appointing authority for the several categories shall be as follows:-

Category	Method of appointment	Appointing Authority
(1)	(2)	(3)
1.Inspector (Mahila Police) (Non-Gazetted)	By promotion of SI (Mahila Police)	The Deputy Inspector General of Police concerned having jurisdiction.
2.SI (Mahila Police)	By promotion of ASI (Mahila Police)	The Deputy Inspector General of Police concerned having jurisdiction.
3.ASI(Mahila Police)	By promotion of Senior Mahila Police	The Superintendent of Police/ Commissioner of Police concerned having jurisdiction. In respect of other Urban Police Units of the State, the Head of such a unit having jurisdiction.
4.Senior(Mahila Police)	By promotion of Mahila Police	The Superintendent of Police/ Commissioner of Police concerned having jurisdiction. In respect of other Urban Police Units of the State, the Head of such a unit having jurisdiction.
5. Mahila Police	By direct recruitment	The Superintendent of Police/ Commissioner of Police concerned having jurisdiction. In respect of other Urban Police Units of the State, the Head of such a unit having jurisdiction.

NOTE (1): The percentage of the number of vacancies in the category of Mahila Police, in the matter of appointments shall be as given below:-

i. Direct Recruitment - 90%
ii. Direct Recruitment from among the eligible Women Home Guards-5%
iii. Direct Recruitment by selection from among eligible Grama/Ward Volunteers – 5%

In the event of non-availability of eligible and suitable Women Home Guards and Women Grama/Ward Volunteers in a particular year, the vacancies reserved for them shall not be carried forward to the subsequent year and shall be filled up with eligible Women candidates by Direct Recruitment.

NOTE (2): The definition, eligibility criteria and percentage of the special category like Women Home Guards and Women Grama/Ward Volunteers, shall be applicable as notified by the Government.

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NOTE (3): Promotion to the category of Inspector(Mahila Police) (Non-Gazetted), shall be given to the qualified and eligible SI (Mahila Police)and promotions to the category of SI (Mahila Police)shall be given to the qualified and eligible ASI (Mahila Police)and promotions to the category ASI (Mahila Police) shall be given to the qualified and eligible Senior Mahila Police and promotions to the category of Senior Mahila Police shall be given to the qualified and eligible Mahila Police in that particular selection year. The eligibility for promotion is based on minimum service and merit through an examination conducted by the State Level Police Recruitment Board together with the Performance Assessment Reports for preceding five years of the selection year. The weightage for the tests conducted by the State Level Police Recruitment Board is 90% and weightage for Performance Assessment Reports is 10%. Performance Assessment shall be calculated based on year wise ACR grading with a grading of 6 marks for outstanding, 4 marks for Very good, 3 marks for Good and 1 mark for Satisfactory. Thus every candidate shall be given marks on a score of 30 marks and accordingly be calculated for 10%.

Provided that not withstanding anything contained in the notes in thisrule, the seniority of person appointed by direct recruitment and by other methods shall be fixed with reference to the provisions of General Rule 33 of the AP State and Sub-ordinate Service Rules, 1996.

NOTE (4): The candidates appointed as "Grama Mahila Samrakshana/Ward Mahila Samrakshana Karyadarsi Grade-III" or "Grama Mahila Samrakshana/Ward Mahila Samrakshana Karyadarsi" prior to these rules are now re-designated as "Mahila Police".

NOTE (5): The powers of appointing authority in cases of appointments made prior to these rules shall henceforth be vested with concerned Commissioner of Police/Superintendent of Police for all purposes.

4. Unit of appointment:

For the purposes of recruitment, appointment, seniority, promotions, transfer and appointment as full member, the units of appointment for the posts indicated in column (2) of the table below shall be as specified in column (3) thereof:

Category	Post	Unit of appointment
(1)	(2)	(3)
Category (1)	Inspector (Mahila Police)	Concerned Police range
Category (2)	SI (Mahila Police)	Concerned Police range
Category (3)	ASI (Mahila Police)	Concerned Police Unit
Category (4)	Senior Mahila Police	Concerned Police Unit
Category (5)	Mahila Police	Concerned Police Unit

5. Reservation in Appointment:

a. The Rule of Special Representation (General Rule 22 of A.P. State and Subordinate Service Rules, 1996) shall apply to appointments by direct recruitment / promotion to the various posts in the service, provided that no differently abled persons are eligible for appointment.

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b. In the matter of appointment by direct recruitment or by promotion to the above categories, only women will be selected as per rules and conditions notified by the Govt. from time to time.

6. Qualifications:

No person shall be eligible for appointment to the post of Mahila Police, unless she possesses any degree from any University in India established or incorporated by or under a Central Act, State Act or a Provincial Act or an Institution recognized by the University Grants Commission or by a recognized State Board of Technical Education and training.

7. Age:

(a) No person shall be eligible for appointment by direct recruitment to the post of Mahila Police, if she has not completed eighteen years of age and if she has completed twenty eight years of age on the first day of July of the year in which the notification for selection is issued.

Provided that age relaxations for direct recruitment in respect of Scheduled Castes, Scheduled Tribes, Backward Classes, Economically Weaker Sections, Home Guards and Grama/Ward Volunteers, shall be applicable as prescribed by the Government from time to time.

8. Recruitment:

A] **Physical Measurements:** The candidates should meet the following requirements:

Height : Must not be less than 5 feet
Weight : Must not be less than 40 Kgs.

NOTE: However, the candidates belonging to Scheduled Tribes and Aboriginal Tribes in the Agency areas of Srikakulam, Vizianagaram, Visakhapatnam, East Godavari and West Godavari Districts should meet the following requirements:

Height : Must not be less than 148 centimeters
Weight : Must not be less than 38 Kgs.

B] **Physical Efficiency Tests for the selection of candidates** shall be as under:

S.No.	Item	Qualifying Time
01	2 km walking	20 minutes

C] Final Written Examination: Candidates who qualify in the above shall be required to appear for the final written examination in one paper (three hour's duration) for 200 marks. The syllabus is given in Annexure I (A).

Note: (1) The minimum marks to be secured by the candidates in order to qualify in the final written examination in the paper is 40% for OCs, 35% for BCs, 30% for SCs/STs/Ex- Servicemen.

(2) Questions in written examination will be objective in nature and will be set in English, Telugu and Urdu languages.

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D] **Selection:** The final selection of the candidates will be made strictly on relative merit, as obtained by them based on their score in the final written examination for 200 marks for the candidates who qualified in Physical Efficiency Test and as per the provisions of "The Andhra Pradesh Public Employment (Organization of Local Cadres and Regulation of Direct Recruitment) Order, 1975" and G.O. P. No. 763, General Administration (SPF.A) Dept., dated:15-11-1975 as amended from time to time."

E] Medical Test common to all categories

a) Eye Sight: Visual Standards required for the above selection shall be as follows:

	Right Eye	Left Eye
Distant Vision	6/6	6/6
Near Vision	0/5 (Snellen)	0/5 (Snellen)

b) Each eye must have a full field of vision.

c) Color blindness, squint or any morbid condition of the eye or lids of either eye shall be deemed to be a disqualification.

d) The candidate should possess sound health and be free from any bodily defect or infirmity which will render her unfit.

e) Candidates who are physically handicapped/ Differently abled will not be considered for recruitment to any post specified in this rule.

F] Recruitment Authority:

The procedure and tests for recruitment to the post of Mahila Police in this service shall be notified by Chairman, SLPRB from time to time.

9] Training & Training Period:

The candidates selected by any competent authority on the basis of vacancies reserved for direct selection in each local cadre of the post, shall be first sent for induction training to any of the Police Training Institutes or centers as decided by the Director General of Police for the purpose and they shall also be required to undergo any other training as may be prescribed thereafter from time to time.

MAHILA POLICE shall undergo training for a period of 3 months at training institutions/centers as notified by the Director General of Police. They should undergo all Indoor and Outdoor training without any break and show satisfactory progress/performance during the training period. On successful completion of 3 months training and passing of the prescribed tests there will be one month attachment to various field units relevant to them in the District which will also include a week attachment to an NGO dealing with woman and child issues.

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A] Discipline:-

(i) The Mahila Police shall adhere to discipline and good conduct in the training institutions and show satisfactory progress during the period of training. The trainees who will absent for a total period of 5 days shall be discharged from training after issuing notice and obtaining explanation, if the explanation is not satisfactory.

(ii) The appeal can be made within a period of 10 days from the date of acknowledgment/serving of the discharge orders. Appeals preferred after the prescribed period shall not be entertained. This condition must be incorporated in the discharge order.

(iii) The Additional Director General of Police, Training, shall be competent authority for the purpose of discharge of trainees at any time before expiry of prescribed period of Institutional training following due procedure.

(iv) The concerned authorities shall strike off the trainees from the roll of the Unit on their discharge from training after completing necessary formalities.

(v) The Appellate Authority in respect of MAHILA POLICE shall be the Director General of Police (HoPF).

B] Consolidated pay:-

(i) Every person selected as Mahila Police shall be eligible during the period of Institutional training, both for Regular or extended period if any for consolidated pay as fixed by the Government from time to time.

(ii) The trainees shall not be entitled for any other allowances or special pays etc. No consolidated pay would be paid for any period of absence due to leave, un-authorized absence etc, and a proportionate amount shall be deducted from consolidated pay calculating a month as thirty days. The Authorized Medical rest as inpatient in Government Hospital or in the training institutions shall not result in deduction in consolidated pay. However, the Mahila Police will not be authorized for consolidated pay for the period of term break.

(iii) The period of training shall count for purpose of probation.

C] Security Bond and Recovery of Training Expenses:-

Every person selected to the post of MAHILA POLICE and sent for training at Government cost shall submit a Security bond worth Rs. 5,000/- (Rupees five thousand only) on a non-judicial stamp paper that they shall serve the Department after training for a minimum period of (3) three years from the date of their actual appointment. In the event of not passing the test/examinations leading to discharge or discharge from training for any other reason would forfeit the security amount as a compensation towards training expenses and remuneration etc., received by her.

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10. Minimum Service:

No person shall be eligible for appointment by promotion to various posts in this service unless she has successfully completed probation and has put in service as indicated below in the feeder category concerned.

S. No.	Promotion to the category of	Feeder category i.e. promotion from the category of	Minimum service
(1)	(2)	(3)	(4)
1	Inspector (Mahila Police) (Non-Gazetted)	SI (Mahila Police)	5 years
2	SI (Mahila Police)	ASI (Mahila Police)	5 years
3	ASI (Mahila Police)	Senior Mahila Police	5 years
4	Senior Mahila Police	Mahila Police	6 years

11. Probation:

a. Every person appointed by direct recruitment to the post in this service shall be on probation for a total period of two years on duty within a continuous period of three years.

b. Every person appointed to any of the posts by promotion, from the date on which she commences probation, will be on probation for a total period of one year on duty within a continuous period of two years.

c. For the purpose of suspension, termination or extension of probation of any probationer, at any time before expiry of the prescribed period of probation period for the categories (a) and (b), the decision of the appointing authority shall be final.

d. Tests on the eve of completion of probation for candidates selected by direct recruitment in this service shall be as specified by the Government / Director General of Police from time to time.

12. Seniority:

i. The inter-se-seniority of Mahila Police recruited direct in a particular batch of a particular District shall be fixed based on the total marks secured by them at the time of recruitment together with the marks secured in the examination conducted at the end of the training.

ii. In respect of appointments by promotion, where such appointment by promotion is made on the principle of merit and ability, seniority being considered only when merit and ability are approximately equal. The claims of any members of the SCs & STs shall be considered for such promotions on the basis of seniority subject to merit and ability. However, a member of SC & ST possesses superior merit and ability she shall be allowed to supersede not only others but also the members of SCs & STs as the case may be.

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iii. The Seniority of persons appointed by Direct Recruitment by other methods shall be fixed with reference to the provisions of General Rule-33 of the Andhra Pradesh State and Subordinate Service Rules, 1996.

13] Performance Assessment Reports:

A personal file consisting of Annual Performance Assessment reports and other connected material shall be opened for every Mahila Police immediately on her first appointment and maintain till she retires or otherwise ceases to be in-service. This file will contain a continuous record of the performance, character, conduct and qualities while in public service and should always be treated as a confidential record.

S. No	Category	Reporting Officer	Reviewing Authority	Accepting Authority
1	Mahila Police	SHO concerned	Inspector concerned	SDPO/ACP concerned
2	Senior Mahila Police	SHO concerned	Inspector concerned	SDPO/ACP concerned
3	ASI (Mahila Police)	Circle Inspector concerned	SDPO/ACP concerned	Addl.SP (Admin) concerned
4	SI (Mahila Police)	DSP/ACP concerned	Addl.SP (Admin)	SP/DCP (A) concerned
5	Inspector (Mahila Police) (Non-Gazetted)	Addl.SP (Admin)	--	SP/DCP (A) concerned

Assessment Reports will be forwarded by 15th April by Reporting Officer to the Reviewing Authority who will pass on their report with their remarks to Accepting Authority within one week of its receipt by them. These reports should reach the Addl. SP (Admin) (custodian) concerned not later than 15th May.

14] Transfers and Postings:

All transfers and postings to the above categories shall, subject to the other provisions of this rule, be made by the appointing authorities concerned;

15] Other Service conditions:

The leave sanctioning authority shall be the SHO for CL and the concerned Unit Officer for all other leaves. The other service conditions which are not covered in these rules, shall be the same as prescribed in the Andhra Pradesh State and Subordinate Service Rules, 1996, APCS (Conduct) Rules, 1964 and APCS (CC&A) Rules, 1991 and also other rules as applicable to Government employees. As the Mahila Police is a specialized wing to work at the village secretariat/ward secretariat and therefore, no deputations are allowed to all categories of posts mentioned at Rule (2). The Authorities relating to different service matters are envisaged in Annexure I (B).

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16] Special Provisions:

Mahila Police, Senior Mahila Police, ASI (Mahila Police), SI (Mahila Police) and Inspector (Mahila Police) (Non-Gazetted) are entitled to uniform grant at the rates prescribed by Government from time to time. Uniform prescribed for Mahila Police is given in Annexure I (C).

17] Savings:

Nothing in these rules shall affect the appointments made in accordance with the repealed rules prior to the coming into force of these rules.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

GUDI VIJAYA KUMAR
PRINCIPAL SECRETARY TO GOVERNMENT (I/c)

To
The Director General of Police, Andhra Pradesh, Mangalagiri.
The Commissioner, Printing, Stationery and Stores Purchase,(Ptg. wing) A.P, Vijayawada (2 copies) for publication of the Notification in the Extra-ordinary Gazette of A.P. with a request to send 100 copies to Government.
The Chairman, State Level Police Recruitment Board,
Andhra Pradesh, Mangalagiri.
The Chairman, Andhra Pradesh Public Service Commission,
Vijayawada(10 copies).
The Special Chief Secretary to Government, GV/WV&VS/WS Department.
Copy to:
The P.S to Principal Secretary to C.M.
The P.S. to Chief Secretary to Government.
The P.S.to Minister for Home and Disaster Management.
The P.S. to Advocate General, High Court of Andhra Pradesh.
The G.P. for Home, High Court of Andhra Pradesh.
The P.S. to Special Chief Secretary to Government, GV/WV&VS/WS Department.
The P.S. to Principal Secretary to Government, Home Department.
The P.S. to Secretary to Government, Law Department.
The General Administration (Ser.A) Department.
The Home (Ser.IV) Department.
SF/SC.

//FORWARDED::BY ORDER//

B. V. Ramanamma
SECTION OFFICER

ANNEXURE – I(A)

SYLLABUS FOR WRITTEN EXAMINATION (INTERMEDIATE STANDARD) (OBJECTIVE TYPE) (200 QUESTIONS)

Annexure to G.O.Ms.No.1, Home (Legal.II) Department, Dt:12.01.2022.

1. General English
2. Simple Arithmetic (10^{th} class standard)
3. Everyday Science
4. History of Andhra Pradesh, culture, Freedom Movement in Andhra Pradesh,
5. The Constitution of India
6. Indian Geography
7. Test of Reasoning / Mental Ability

The test shall be of multiple choice/objective type.

GUDI VIJAYA KUMAR
PRINCIPAL SECRETARY TO GOVERNMENT (I/c)

Annexure- I(B)

Competent Authorities

Annexure to G.O.Ms.No.1,Home (Legal.II) Department, dt:12.01.2022.

S. No.	Item	Competent Authority
1	Reporting Authority	SHO
2	DDO	A.O. in police unit.
3	Appointing Authority	As mentioned in Rule 3 above
4	Disciplinary Authority	SP & as delegated by SP
5	Recruitment Authority	SLPRB
6	Leave Sanctioning Authority	SHO only for CL SP for all other leaves
7	Transfers (Exceptional only)	SP/CP (within in their unit) DIG (Within their range) DGP (Outside their recruitment unit/ Range)
8	Deputations	Not permitted

GUDI VIJAYA KUMAR
PRINCIPAL SECRETARY TO GOVERNMENT (I/c)

ANNEXURE- I(C)

Annexure to G.O.Ms.No.1,Home (Legal.II) Department, dt:12.01.2022.

Rules Governing the Dress Code of Mahila Police.

1. The colour of the cloth of the uniform will be Khaki.
2. Mahila Police shall wear the following items of dress on all occasions: -
   a. Terri cotton Khaki colour Bush Shirt (Tuck Out) & Terri cotton Khaki trousers with , Mahila Police Logo on the left shoulder of the shirt

      (Or)

      Terri cotton Khaki colour Shirt (Tuck in) & Terri cotton Khaki trousers & Black belt with, Mahila Police Logo on left shoulder

      (Or)

      Khaki Salvar Kameez with, Mahila Police Logo on left shoulder.

   b. Black shoes

   c. Khaki nylon socks

   d. Name plate with name printed white on black background and worn on the right side

   e. Lane yard (Yellow colour inside & Royal blue colour outside)

   f. APMP steel letters on both shoulder straps
3. They can wear saree of khaki colour with matching blouse during advanced stage of pregnancy.
4. Headgear: They shall wear (sky blue) beret cap with APMP emblem.
5. The Senior Mahila Police shall wear chevron sky blue on the right shoulder arm.
6. The badges of rank of ASI shall be one star and sky blue strip.
7. The badge of rank of SI (MP) shall be two stars and sky blue strip.
8. The badge of rank of Inspector (MP) shall be three stars and sky bluestrip.

GUDI VIJAYA KUMAR
PRINCIPAL SECRETARY TO GOVERNMENT (I/c)